



The Town of Elsmere

11 Poplar Avenue, Elsmere, Delaware 19805

Phone (302) 998-2215 Fax (302) 998-9920

Vacant Property Registration Form

Property Information

Mayor

Deborah A. Norkavage

1st District Councilman

John Jaremchuk Jr.

2nd District Councilman

Steven Burg

3rd District Councilman
President Pro-Tempor

Thomas S. Novak Jr.

4th District Councilman

Charles McKewen

5th District Councilwoman
Secretary of Council

Joann I. Personti

6th District Councilman
John Pasquale Jr.

Town Treasurer

Paul Chalfant

City Solicitor

Edward McNally

Parcel Number: _____ Date _____

Address of Vacant Property: _____

Vacant as of: _____ Date Received: _____

Property Type: ☐ Single Family ☐ Multiply Family ☐ Commercial ☐ Industrial

Utilities: Water ☐ on ☐ off Gas ☐ on ☐ off Electricity ☐ on ☐ off Winterized ☐ yes ☐ no

Property Owner

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number : _____ Alternate Number: _____

Email: _____

In State Contact

(Please fill out if property owner resides out of the State of Delaware)

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alternate Number: _____

Emergency Contact

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alternate Number: _____

Registration Fee:

1. No fee for properties that are vacant for less than one year.
2. \$500.00 for properties that are vacant for at least one year but less than two years.
3. \$1,000.00 for properties that are vacant for at least two years but less than three years.
4. \$2,000.00 for properties that are vacant for at least three years but less than five years.
5. \$3,500.00 for properties that are vacant for at least five years but less than ten years.
6. \$5,000.00 for properties that are vacant for at least ten years, plus an additional \$500.00 for each year in excess of ten years.

Duty to amend registration statement:

If status of the registration changes during the course of any calendar year it is the responsibility of the owner, responsible party, or agent for same to contact the Town of Elsmere Code Office Department in writing within 30 days of the occurrence of such change and make them aware of the information that has changed.

I declare that to the best of my knowledge the information supplied above is correct and complete.

Signature

Date

Form must be notarized if it is not completed in the Town of Elsmere Code Office.

Notary Information

Subscribed and sworn to before me on the following date:

Notary Public Signature

Date